OPER 3100 Operations Management

Dr. Cem Saydam, Professor
saydam@uncc.edu
Office: 244D

Text and Materials:
Used copies are widely available on the Internet.

(2) Presentations (PowerP), recorded lectures, practice problems and solutions are already posted on Canvas. Updated or new posts will be marked accordingly. It’s each student’s responsibility to check Canvas daily and report anything that does not match your own record within three calendar days since the date the information was posted.

(3) Bring a calculator to each class. Space permitting laptop computers are also allowed in the class except during exams.

Class Format: HYBRID
This course will be delivered in a hybrid format using a combination of face-to-face lecture meetings and online content. Face-to-face class sessions will be held, on average, once a week with a corresponding weekly online session scheduled for self-study of course materials. While hybrid course sections provide increased flexibility to students, they require a commitment to invest additional time and effort outside of scheduled class sessions.

In Spring 2018 face-to-face class sessions will be held mostly on Tuesday of each week, with a few exceptions. Self-study days will be marked on the course schedule as SELF STUDY and will be identified throughout the semester based on the nature and pace of the current material on “canvas.uncc.edu”.

Note that the exams are generally on Thursdays.

Catalog Description:
OPER 3100. Operations Management. (3) Prerequisites: MATH 1120, STAT 1220, ACCT 2121, 2122; ECON 2101, 2102; INFO 2130; junior standing. Introduction to and development of the management functions in manufacturing and non manufacturing organizations. A systems approach to the organizational environment, the basic operating functions, the problems and decisions a manager encounters and solution techniques and models. Computer applications are included where appropriate.

General Objectives: The operations function involves managing the activities and resources necessary to make products and/or provide services. Therefore it is a basic function that must be performed in all business organizations. Management of operations in today's business environment usually involves significant computer usage and mathematical and statistical modeling. This class provides a working understanding of
the models and techniques useful in operations management. The foundation for such an understanding will be built by examining selected problem areas and widely recognized modeling approaches to dealing with them.

**Student Learning Objectives:**

- Students will demonstrate the ability to apply forecasting models and measure forecasting accuracy.
- Students select and apply appropriate inventory models for various inventory management systems
- Students schedule projects using critical path method and project evaluation and review technique
- Students will demonstrate the ability to use materials requirements planning to plan production.

**Suggested problems:** Students are expected to do all the suggested problems. Solving the problem sets are the best way to learn and prepare for the exams. Solutions to the suggested problems are provided.

**Class preparation:** The easiest way to earn a good grade is to use the class notes/presentation as your guide while reading the relevant chapter/section of the textbook prior to each class session. Then, organize your notes and/or work out a couple of problems after the class, preferably the same day.

**Attendance Policy:** Students must attend all exams days while mini-quiz attendance is strongly urged.

Should a student miss an exam, that student will receive a grade of zero. In the event that the excuse is approved (must provide proper documentation, e.g., doctor’s note, accident report, speeding ticket copy and a selfie with the officer) then the student will take the make-up the within two school days. Students who miss more than one mid-term exam probably should drop the class.

Attending a wedding or other ceremonial events are not excusable absenteeism. Also, please let grandma and grandpa live another semester 😊

Since the entire course content is available via the recorded lectures F2F sessions will focus on framing and solving problems, working additional examples.

A student that misses a class is responsible for obtaining any additional information (e.g., class handouts, if any) from fellow students.

**Class Cancellation:** In the event that I am unable to attend class or the University is closed unexpectedly, assume the material will be moved forward to the next meeting.

**Academic honesty/integrity:** THE UNC CHARLOTTE CODE OF STUDENT ACADEMIC INTEGRITY governs the responsibility of students to maintain integrity in academic work, defines violations of the standards, describes procedures for handling
alleged violations of the standards, and lists the applicable penalties. The following is a list of prohibited conduct in that Code as violating these standards: A) Cheating; B) Fabrication and Falsification; C) Multiple Submission; D) Plagiarism; E) Abuse of Academic Materials; and F) Complicity in Academic Dishonesty. For more detail and clarification on these items and on academic integrity, students are strongly advised to read the current "UNCC undergraduate catalog."

The instructor may ask students to produce identification at examinations.

**Class Conduct:** Disruptive behavior includes but is not limited to, side conversations between two or more students during lecture, unnecessary comments that add no value to class, and any activities that negatively impact the ability of other students to learn and/or listen in class. Disruptive behavior will not be tolerated. I have in the past and will in the future (if necessary) amend the syllabus and grading policy to penalize individuals that exhibit disruptive behavior.

All electronic & telecom equipment such as mobile phones, beepers, etc. must be kept silent and **tucked away** (in a bag, briefcase or pocket) during the lecture.

**Grading:**
Four mid-terms (each 50 min) and a cumulative final (2.5h); The lowest of the five exams will be dropped.

Five mini-quizzes (<=10 min) each worth 4 points. Points earned from mini-quizzes will go towards extra-credit.

Exams: 100 points ea. x 4 (best) = 400
Mini-quizzes: 4 points ea. x 5 = 20

**Example:**
Exam grades 80, 80, 80, 68, 0 → 308 / 400 = 77 (without mini quizzes “C”)
Mini-quizzes 0, 4, 4, 0, 4 → 12 so 308 + 12 = 320 / 400 = 80 → “B”

Exams are closed book and notes. Formulas will be provided for all quizzes and exams. I will review the exam only once and in class. Absent students forfeit their chance to review their exam. Therefore, it is very important that all students are present during these reviews.

Should a student miss an exam or a mini-quiz as a result of missing a class, that student will receive a grade of zero. In the event that the excuse is approved (must provide proper documentation, e.g., doctor’s note, accident report, speeding ticket copy and a selfie with the officer) then the student will take the make-up within three school days. Students who miss more than one mid-term exam should drop the class otherwise will be given an F.

**Grade Appeals Policy**
If you believe that the grade you received on an assignment or an exam was in error or unfair, you can appeal to the professor in writing within 2 calendar days after the grades
are posted. The appeal should clearly state the nature of the error. Overdue appeals will not be considered.

**Religious Accommodation for Students Policy**
The instructor will observe University Policy 409 ([https://legal.uncc.edu/policies/up-409](https://legal.uncc.edu/policies/up-409)) on matters of religious accommodation. Please note that the procedure prescribed by this policy requires a notice to the instructor prior to the census date of the semester (see university calendar for the applicable census date.)

**Miscellaneous:**
The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status.

UNC Charlotte is committed to access to education. If you have a disability and need academic accommodations, please provide a letter of accommodation from Disability Services by Friday of the first week of classes. For more information on accommodations, contact the Office of Disability Services at 704-687-0040 or visit their office in Fretwell 230.

- The instructor reserves the right to change the course outline, and the course contents.
- There will be no extra credit offered for any student during the semester.
- The instructor will keep all exams.

**Important dates:** Students should note the important dates such as the last course withdrawal date and dates for their finals via the Academic Calendar: [http://registrar.uncc.edu/printable-calendar](http://registrar.uncc.edu/printable-calendar)

**Course schedule** is available via [http://canvas.uncc.edu](http://canvas.uncc.edu)
Topic information, course notes, recorded lectures, suggested practice problems & solutions, exam and mini-quiz dates are all posted a week before the semester starts. Any future changes will be marked accordingly.